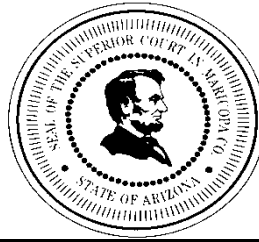


Media Guide 2013

Records and Court-Related Requests



Clerk's Office – Maricopa County



**Clerk of the Superior Court
for Maricopa County, Arizona
Michael K. Jeanes, Clerk**

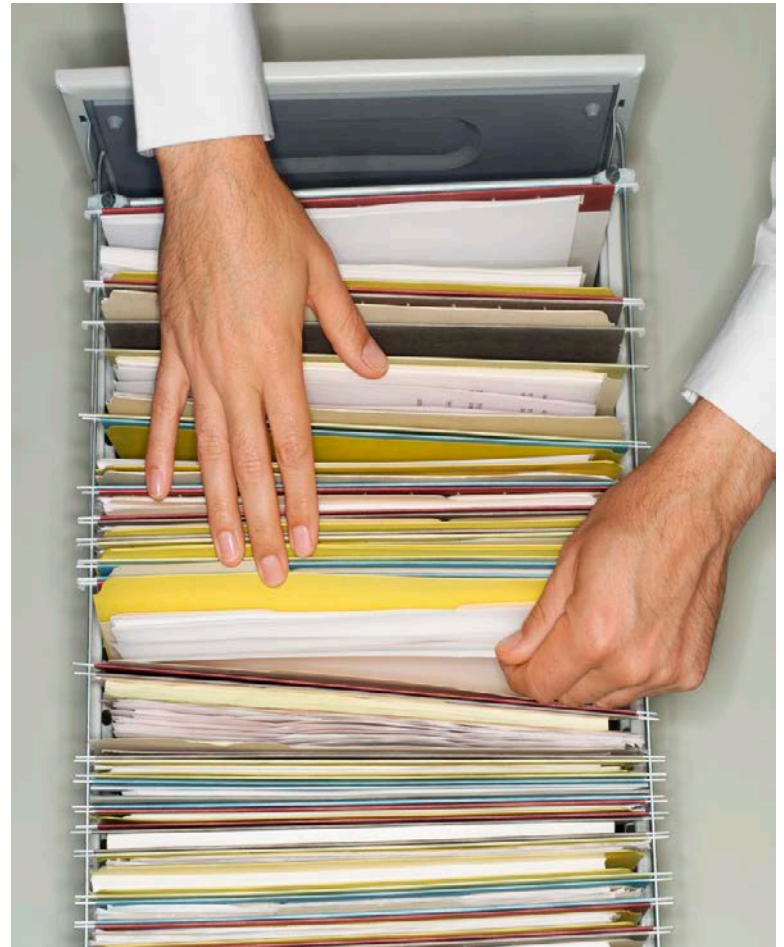
Superior Court

Makes Judicial Rulings



Clerk of Superior Court

Maintains Official Court Records



The Arizona State Constitution defines the court and the clerk as two separate agencies.

Presiding Judge - Norman J. Davis

Elected Official – Michael K. Jeanes

<http://www.clerkofcourt.maricopa.gov/>

How to Look Up Hearing Information

<http://www.superiorcourt.maricopa.gov/docket/index.asp>

The screenshot shows the website for The Judicial Branch of Arizona, Maricopa County. The browser address bar displays the URL <http://www.superiorcourt.maricopa.gov/docket/index.asp>. The page features a navigation menu with links to Home, Superior Court, Adult Probation, and Juvenile Probation. A search bar is located on the right. The main content area is titled "Docket" and includes the text "Public Access to Court Information". Below this, the names of the Presiding Judge, Norman J. Davis, and the Clerk of the Court, Michael K. Jeanes, are listed. The Great Seal of the State of Arizona is centered between their names. On the left side, there is a sidebar with links to Docket Home, Civil Cases, Criminal Cases, Family Court Cases, Probate Cases, and Retention Rules. On the right, there is a link to "Download Forms from Self-Service Center". At the bottom, there is a section titled "View Case Information -- Court Calendars, Case Histories, Minute Entries -- for the following:" with a list of case types: Civil Court Cases, Criminal Court Cases, Family Court Cases, and Probate Court Cases. An "Availability" note at the bottom states: "Due to auditing that occurs up to 24 hours after information is".

Go to Maricopa County Superior Court website

Select Case Type

How to Look Up Hearing Information

<http://www.superiorcourt.maricopa.gov/docket/index.asp>

The Judicial Branch of Arizona
Maricopa County

[Español](#) [Locations](#) [Links](#) [Employment](#)

[Home](#) [Superior Court](#) [Adult Probation](#) [Juvenile Probation](#)

[Docket Home](#)
[Civil Cases](#)
[Criminal Cases](#)
[Family Court Cases](#)
[Probate Cases](#)
[Retention Rules](#)

Docket > Criminal Court Cases
Criminal Court Case History

Search by Last Name/First Name
Last Name: First Name: [Search](#)

Search by Initials and Date of Birth
Last Name Initial: First Name Initial: DOB: [Search](#)
mm/dd/yyyy

Search by Case Number
Case Number: [Search](#)

Download Forms from Self-Service Center

Search for case by name or by case number.

See bullet point 2.

1. You can search for a court case by name or case number on the Superior Court's online docket.
2. Multiple defendants will share a common case number with a unique defendant identifier suffix (-001, -002, etc.)

Cameras in the Courtroom

 **The Judicial Branch of Arizona**
Maricopa County

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[Home](#) [Superior Court](#) [Adult Probation](#) [Juvenile Probation](#) [Search](#)

Media Relations Department
Media Room
Camera Request Form

Media Relations Department ▶ Media Room
Camera Request Form

Contact Info * Required Fields

* First Name: * Last Name:
Title: * Phone:
* Court Date: * E-mail:

Court Info

* Date Requested: * Judge Name:
* Requested by: * Defendant Name:
* Case Number: * Case Event:
Other Exp:

* Enter Security Code: [Submit Request](#)



The Superior Court arranges requests for cameras in the courtrooms. Request form online, see link below.

[Download Forms from Self-Service Center](#)

FOLLOW US ON [twitter](#)

[facebook](#)

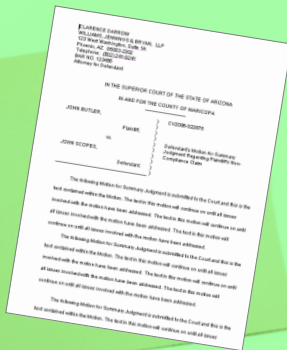
[YouTube](#)

<http://www.superiorcourt.maricopa.gov/MediaRelationsDepartment/MediaRoom/cameraRequest.asp>

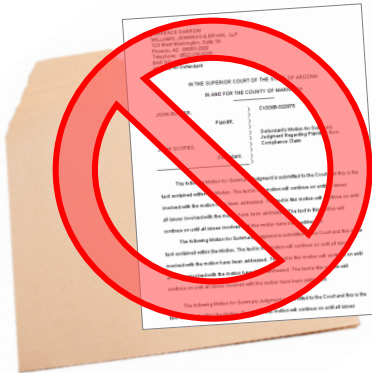
Court Records

Clerk of Superior Court vs. Justice Courts & Muni Courts

Superior Court



Justice Court



Municipal Court



- Clerk of Court **maintains** Superior Court records in Maricopa County
- **Does not** maintain records for Justice or Municipal Courts

Justice Court Records

Available by contacting the court hearing the case.

See the Justice Courts website: <http://justicecourts.maricopa.gov/>



Sources of Public Records

Only the official court record maintained by the custodian of records is the complete record.



Sources of Public Records

Supreme Court Public Access to Court Information on all levels of Arizona courts.



The screenshot shows the Arizona Judicial Branch website. At the top is the Arizona Supreme Court seal and the text "Arizona Judicial Branch". Navigation links include "Case Search", "Minute Entry Search", "Case Notification", and "Help". A "Text Size" option is in the top right. Below the navigation bar is a "Public Access to Court Information" banner. The "Case Search" section includes a description of the service and a "Search by Name" form with fields for Last/Business Name, First Name, Date of Birth, and Court. A "Search by Case Number" form is also present with fields for Case Number and Court. Both forms have a "Search" button.

Arizona Judicial Branch

Text Size: A A A

Home / Case Search

Public Access to Court Information

Case Search

The Arizona Judicial Branch is pleased to offer Public Access to Court Case Information, a valuable online service providing a resource for information about court cases from 153 out of 180 courts in Arizona. [Show unavailable courts.](#)

Search by Name

Last/Business Name (required)

First Name

Date of Birth -- month -- -- year --

Court -- All Searchable Courts --

☐ Limit search to Cases with Vehicle Registration hold

Search

- OR -

Search by Case Number

Case Number - (example: TR - 19010111)

Court -- All Searchable Courts --

Search

Data elements only-

- NO images, and
- NOT the official record

<http://apps.supremecourt.az.gov/publicaccess/>

Sources of Public Records

Maricopa County Superior Court Case Information

The Judicial Branch of Arizona
Maricopa County

[Español](#) [Locations](#) [Links](#) [Employment](#)

[Home](#) [Superior Court](#) [Adult Probation](#) [Juvenile Probation](#) [Search](#)

Docket
Public Access to Court Information

Norman J. Davis Michael K. Jeanes

Presiding Judge Clerk of the Court



View Case Information -- Court Calendars, Case Histories, Minute Entries following:

- [Civil Court Cases](#)
- [Criminal Court Cases](#)
- [Family Court Cases](#)
- [Probate Court Cases](#)

Availability: Due to auditing that occurs up to 24 hours after information is

[Download Forms from Self-Service Center](#)

Information accessible:

- Docket information
- NO images

<http://www.superiorcourt.maricopa.gov/docket/index.asp>

Records available

Generally, anything **not confidential or sealed** is available as a public record.



Docketing Court Records

Documents are scanned and docketed in priority order.

When a filing appears on the online docket, the image of the public record is available from the Clerk's Office at any public access terminal.



Clerk's Office locations with public access terminals

http://www.clerkofcourt.maricopa.gov/clerk_loc.asp

For images of public records in Adult cases only



Clerk's Office locations with public access terminals

http://www.clerkofcourt.maricopa.gov/clerk_loc.asp

For images of public records in Juvenile cases only



Copy price per page

50 cents per page
(A.R.S. 12-284)

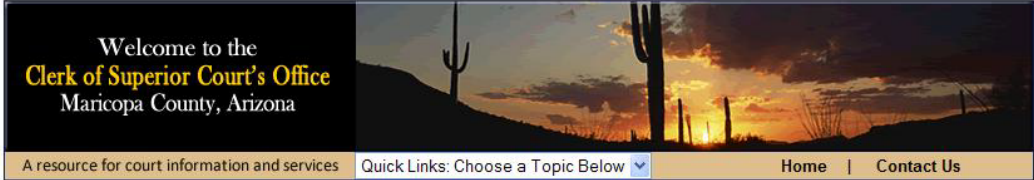


Other Sources of Public Records

Online Minute Entries

Some Minute Entries are available online:

<http://courtminutes.maricopa.gov/>



The screenshot shows the website for the Clerk of the Superior Court of Maricopa County, Arizona. The header includes a welcome message and a navigation bar with links to Home and Contact Us. The main section is titled "Clerk of the Superior Court Minute Entries" and contains a search form with various input fields and buttons.

Welcome to the
Clerk of Superior Court's Office
Maricopa County, Arizona

A resource for court information and services Quick Links: Choose a Topic Below Home | Contact Us

Clerk of the Superior Court Minute Entries

Case Number: Example: CR1997001234 [Click for Help](#)

Defendent Id:

Last Name:

First Name:

Middle Name:

Judicial Officer Name: Example: Smith [Click for Help](#)

From Date: Example: 01/01/2007

To Date: Example: 01/01/2007

Other Sources of Public Records

"Offline" Minute Entries

Some Minute Entries are prepared "offline" and are available at public access terminals but not online.



Restricted Records

- Sealed records **are not public and are available by court order only.**
- **Access to confidential records is determined by statute, court rule and order.**



Exhibits – 1 of 3

- Exhibits entered into evidence in a trial may be available at the Clerk's Office . . .
- The Court determines by order at the final resolution of a case what is kept by the Clerk and what is returned to counsel or the parties



Exhibits – 2 of 3

- A listing of the trial's exhibits is available as a public record following the final resolution of a case



- Sealed exhibits are determined by law and court order and require further court order to make available for viewing or reproduction

Exhibits – 3 of 3

- The Clerk retains records and exhibits according to the Records Retention and Disposition schedule in the Arizona Code of Judicial Administration, section 4-302
- Audio and video exhibits require a court order for the Clerk to release. The Clerk does not provide equipment to hear, view or record audio and video exhibits



FAQs – 1 of 3

Form IV

- The **Probable Cause Statement**, or “Form IV,” is filed with the Clerk’s Office as part of the prosecution’s filing of a Direct Complaint. It is unavailable until the Direct Complaint is filed.
- A Form IV may be available from the referring law enforcement agency by providing that agency the original report number.

Form IV

FAQs – 2 of 3

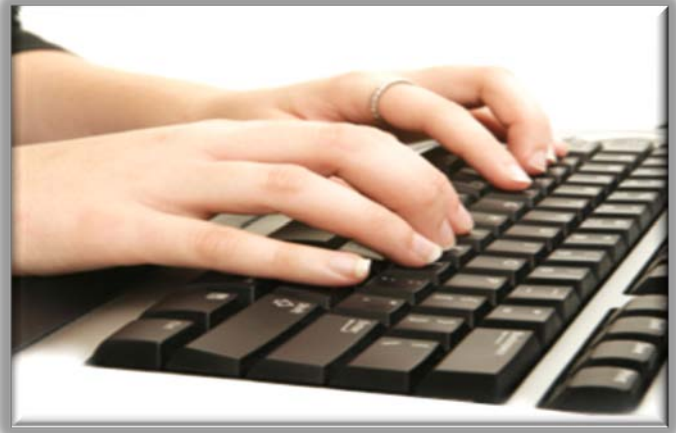
Jury lists

- At the end of a trial the jury list will only be available as a public record if ordered so by the court (A.R.S. 21-312)



Transcripts

- Electronically-recorded court proceedings can be requested from the Superior Court by calling 602-506-7100. For transcripts call 602-506-3390.



FAQs – 3 of 3

Reading from court documents

Clerk staff **will not** interpret the language of court records but **will assist with** obtaining copies of the official court record or arranging access to view public records.

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DEPUTY PUBLIC DEFENDER
11 West Washington, Suite 5
Phoenix, AZ 85003-2302
Telephone: (602) 372-7250
BAR NO. 018956
Attorney for Defendant

Michael K. Jeanes, Clerk of Court
*** Electronically Filed ***
George Knecht
Filing ID 2198
5/18/2005 10:01:10 AM

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA

IN AND FOR THE COUNTY OF MARICOPA



**For more information, visit
the Clerk's website at**

www.clerkofcourt.maricopa.gov

or contact the Clerk's Office:

Aaron Nash

Special Counsel

Public Information Officer

620 W. Jackson St, Suite 3017

Phoenix, Arizona 85003

602-506-2309

nasha@COSC.maricopa.gov

